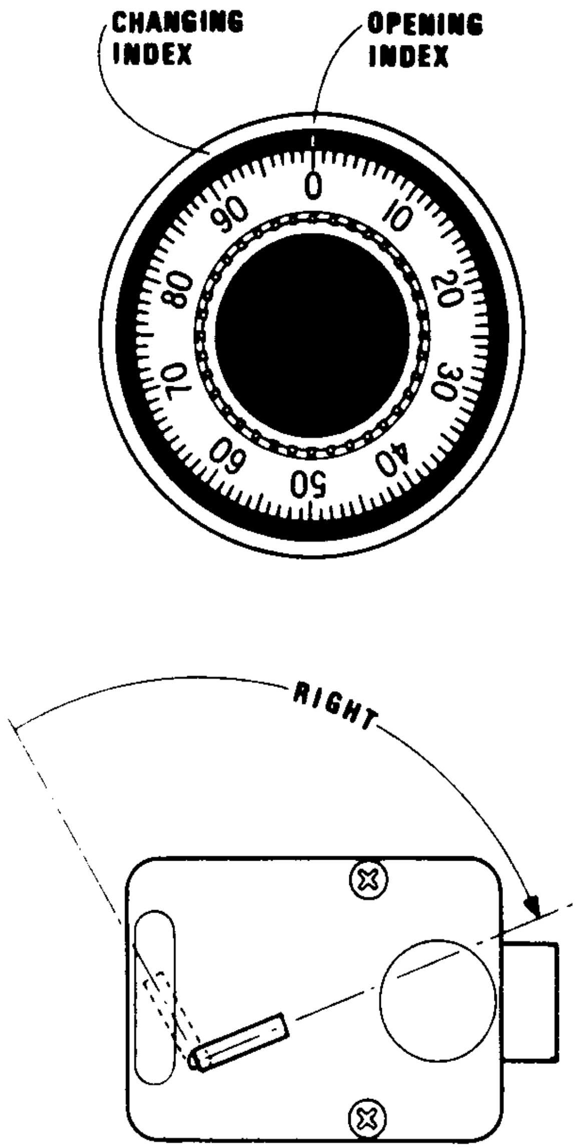
OPERATION AND CHANGING INSTRUCTIONS
GROUP 2, GROUP 2M and GROUP 1



GROUP 2, 2M & Group 1 COMBINATION LOCKS

OPENING THE SAFE USING THE OPENING INDEX

If the safe comes with a factory-set combination on 50, turn the dial to the LEFT and pass the number 50 four times and then stop with 50 lined-up on the OPENING Index. Turn RIGHT until the dial stops. The combination lock bolt will retract and the safe may be opened.

To open a safe with a previously-set combination, for example, 10-20-30;

Turn the dial to the LEFT at least four complete times to clear the combination lock to accept the combination.

Using the OPENING Index, turn the dial LEFT and pass the first number of the combination, 10, three times and stop exactly on 10 the fourth time.

Turn the dial to the RIGHT and pass 20 two times and stop exactly on 20 the third time.

Turn the dial LEFT and pass 30 once and stop exactly on 30 the second time.

Turn the dial to the RIGHT. When the lock is open, the dial will not turn to the right any more.

To lock the combination lock, turn the dial four complete turns to the LEFT.

CHANGING THE COMBINATION ON THE CHANGING INDEX

To change the combination, you will need access to the existing combination and a La Gard Group 2 change key.

To change the combination, you must first open the safe door by dialing the combination, 10-20-30. With bolt fully retracted (lock open), before changing combinations, verify that the dial stops between 90 and 100 on the OPENING Index.

OPERATION AND CHANGING INSTRUCTIONS
GROUP 2, 2M and Group 1 (continued)

Next dial the existing combination, 10-20-30, as described previously, on the CHANGING Index, but STOP the dial on the 30 which is the last number of the combination.

In the back of the door, insert the Change Key into the key hole. If the Change Key will not go in, the wheels are not lined-up to be changed, and you must dial the combination again on the Changing Index.

Turn the Change Key to the RIGHT until it stops (approximately one-quarter turn). Leave the key in the lock. Select a new combination, such as 40-50-60. **Never select a number from 0 to 20 (the forbidden zone) as the last number of the combination.**

(NOTE ON MODEL 3332 THE FORBIDDEN ZONE IS FROM 0 TO 10)

Using the CHANGING INDEX this time, turn the dial to the LEFT and pass 40 three times and stop exactly on 40 the fourth time.

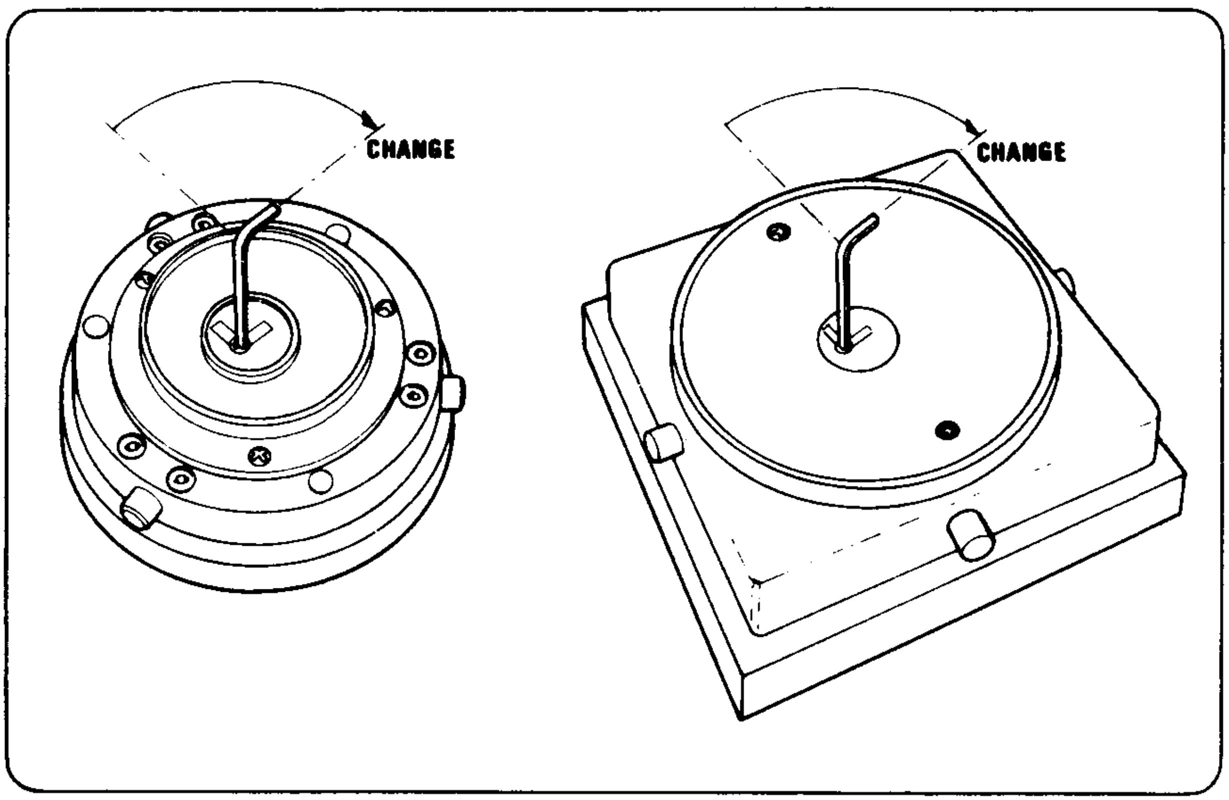
Turn the dial to the RIGHT and pass 50 two times and stop exactly on 50 the third time.

Turn the dial LEFT and pass 60 once and stop exactly on 60 the second time. Leave the dial on 60.

Now turn the Change Key to the LEFT until it stops and REMOVE the key.

Completely dial the new combination, 40-50-60, on the OPENING Index several times to make sure the combination lock will open before you shut and lock the door of the safe.

After changing, always dial the new combination and retract the combination lock bolt several times before shutting and locking the vault or safe door.



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